



First Year Implementation of 21st CCLC Programs

ARE YOU READY?

Where Are You Now in Your Process?

- ▶ Have You Met With Central Office Staff?
(Human Resources, Finance, Instructional,
Technology, Food Service, and Transportation)
- ▶ Have You Hired Your Staff? (Coordinators,
Teachers, Paraprofessionals)
- ▶ Have You Provide Professional Development for
Your Staff on 21st CCLC Programs?
- ▶ Have You Reviewed Your Approved Application
With Your Staff?

Where Are You Now in Your Process?

- ▶ Have You Met With Your Partners and Discussed the Approved Application and Their Role In Your Program?
- ▶ Have You Met With Your Family Members and Students and Informed Them of the Program?
- ▶ Have You Registered Your Students?
- ▶ Have You Started Your Program?
- ▶ Have You Set Up the 42 Folders for Site Monitoring?

Just In Case You Are Feeling Like This



Now You Are Ready To Go



Tools To Organize Your Program

- ▶ **Staff Handbook**
- ▶ [Staff Handbook Template.docx](#)

Tiffany Frierson, VDOE

Tools To Organize Your Program

- ▶ **Student Handbook**
- ▶ [Student Handbook Template \(1\).docx](#)
- ▶ **Tiffany Frierson, VDOE**

Tools To Organize Your Program

► VDOE 21st CCLC Website

http://www.doe.virginia.gov/federal_programs/esea/title4/part_b/index.shtml

Questions/Comments

- ▶ Have a GREAT Year
- ▶ Remember To Always.....

SMILE and Make A Child's Day



Thank You

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